

840 CMR 9.00: APPROVAL OF RETIREMENT BOARD DECISIONS

9.03: Benefit Calculations

(1) Except as provided by 840 CMR 9.03(2), all benefit calculations for retirement allowances granted under the provisions of M.G.L. c. 32 shall be forwarded to the Commission for approval in accordance with 840 CMR 9.02.

(2) Any retirement board may perform benefit calculations on an automated system approved by the Commission. Except as provided by 840 CMR 9.03(8), individual benefit calculations performed on an automated system approved for performing such calculations shall be considered approved and need not be forwarded to the Commission for approval.

(3) Any board may apply for approval of an automated benefit calculation system by submitting a letter describing the system together with the documentation for all system computer programs, a copy of system procedures and samples of all categories of calculations to be performed on the system. Upon receipt of a request for approval of an automated benefit calculation system, the Commission shall inform the retirement board of the protocol necessary to approve such system. No automated benefit calculation system shall be considered approved unless the board has performed the established protocol. No change shall be made in an approved automated system without the approval of the Commission.

(4) Automated benefit calculation systems, and changes in approved systems, will generally be approved if:

(a) System computer programs have the capability of performing benefit calculations and storing, retrieving and printing both detailed and summary information for all calculations performed including, for each calculation, the member's:

name;

social security number;

sex;

creditable service;

final average salary;

date of birth;

date of retirement;

retirement type and option;

group;

beneficiary information (name, birthdate and relationship);

veteran status;

retirement allowance amount;

pension amount;

annuity amount;
dependency allowance;
worker's compensation information (if any).

(b) System procedures, including training and support of system operators, are designed to minimize the risk of error and loss of data.

(c) System and non-system categories of benefit calculations are clearly identified and provision is made for submitting any non-system categories of calculations to the Commission in accordance with 840 CMR 9.03(1).